



2/13/2025

CSI Phoenix Chapter Board Meeting 2024-2025

Meeting Minutes

Attendance/Board Quorum Confirmation

A total of 6 are in attendance a quorum is present.

Board Members

P	T	A	Name	Board Position	Phone	Email
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brooke Manriquez	President	602-734-5333	bmanriquez@arcadiainc.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Nielsen	President-Elect	480-601-8762	JNIE@hempel.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jaime Garrido	1st Vice President	602-256-4375	Jaime.garrido@phoenix.gov
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vacant	2 nd VP		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heather Unger	Secretary	602-448-5355	Hunger@fmsolutions.net
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Teri Hand	Treasurer	602-418-1268	thand@swcspecialists.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minnie Robles	Past President	520-273-3220	Minnie.robles@jm.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jeff Scoby	Director 24-25	602 714-7280	jeff.scoby@dunneardwards.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clarissa Aguilar	Director 23-25	602-279-4373	CAGUILAR@awarch.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ron Stas	Director 23-25	602-377-4002	rons4277@gmail.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vacant	Director 24-25		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jay Harris	SW Region President	602-819-8813	Jay.harris@allegion.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Robin Snyder	SW Region Secretary	602-369-8163	robin@spectraspecs.com

Chapter Committee Chairs

P	T	A	Name	Committee	Phone	Email
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jaime Garrido	Education	602-256-4375	Jaime.garrido@phoenix.gov
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	John McCall	Technical	480-438-9291	Johnmccall44@gmail.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bobbi Jo Huskey	Programs	602-390-3599	bobbijo@partitionsco.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minnie Robles	Membership	520-273-3220	Minnie.robles@jm.com
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heather Unger	Awards	602-448-5355	hunger@fmsolutions.net
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clarissa Aguilar	Communications/ Publicity	602-279-4373	CAGUILAR@awarch.com
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ron Stas	Fundraising Golf Tournament	480-414-4185	rons4277@gmail.com

1. Brooke called the meeting to order at 9:02
2. Adopt Minutes from last board meeting: Jaime moved to adopt, Jeff seconded approval to adopt. Minutes adopted. Heather sending to Clarissa to post for chapter on website.
3. Announcements:
 - SW Region Conference!!-Contact Robin Snyder for details
 - i. Save the dates, sponsor packages are out – **sponsors stepping up**
 - ii. Pikes Peak-need education topics, tabletops – **selling fast**
 - iii. Website to be updated- **Done! Register and show up!**
 - iv. In Colorado Springs this year
 - v. April 23-26, 2025

- vi. Robin provided an update – several cool events happening this year!
- vii. Need awards submittals – SW region is asking for this conference award ceremony; Brooke has submitted one candidate.
- CDT- Heather Unger and Clarissa Aguilar passed their CDT, Congratulations!

4. Committee Focus

- Programs
 - i. President Elect to work with President and Programs Committee to align with presidency goals and strategies.
 - ii. Goal is to have programs in line by August
 - iii. Ken is working on March's program, Brooke reaching out for June project spotlight, need venue for this-Ken and Bobbi Jo working on this.
 - iv. Jeff Nielsen is in line for President-need to be involved in creating the programs for next year.
- Membership
 - 88 for February
 - 3 new in January/February- will receive the book from George Wadding as a gift.
 - Bobbi Jo to help with Membership instead of Programs
- Events/Fundraising – Need someone to Chair at least 1 other events (Minnie no longer on the board)
 - Board to provide one other event – ideas for this?
 - Golf Tournament Fundraiser 3/21/2025 San Marcos in Chandler- Frank, Bobbi Jo, Don Z
 - Bobbi Jo – sending a meeting invitation to committee to coordinate on this.
 - Website needs updated for member pricing for discounted rate for golfing.
 - Need to see registration for packets with mulligans/added items to balance out the \$100 fee they paid over the member price on the website.
 - Arcadia is lunch and trophy sponsor-includes foursome for golf.
 - Presenting the scholarship checks at golf tournament for 2 at \$500
 - Vote to board - Brooke approved; Bobbi Jo Seconded
 - Other Ideas
 - John McCall- friend runs Right on Target – has a clay/skeet shooting event he will check into.
 - Bowling event – should be most profitable, working on this.
 - Brooke-NOMA may participate in this with us.
 - Jaime-April or May when it's hot? April for income before end of fiscal year?
 - Jeff, Heather, Brooke-to coordinate on this-Fat Cats/Bolero-get some pricing options.
 - Jaime-Sell concessions at pro sports games, must be at all the games-to collect donations, it's a big commitment.
 - 50/50 Raffle event could be profitable over the course of a few chapter meetings
- Technical -John McCall - Jaime will reach out BBJ will get him the contact info.
 - Game plan/24-25 Strategies
 - Need notes from John- use live Teams meeting / webinars.

- Reach out to Ron Geren and Neil Davison?
 - John-reach out to Ron-technical podcast? Ron is “voluntold” to help out.
 - Suggestions for whitepapers/technical data to post/share with the board
- Awards-Heather Unger
 - SW Region Awards- Candidates to consider? Suggestions? Please send Heather or Jeff your ideas!
 - Add to slide for presentation today-chapter to suggest any nominations-contact Heather or Jeff Scoby.
- 5. Secretary’s Report
 - Board Meeting minutes approved and posted to website monthly.
 - Need Website updated to include the information for chapter meetings on the intro PP.
- 6. Round Table Items
 - Candidates for 1st VP 2025-2026???
 - Add to PP for next month-board candidates from Chapter-flyer Clarissa to create
 - Brooke to post for golf tournament on LinkedIn, Instagram...etc. Re-post on CSI LinkedIn.
 - Bobbi Jo has a swag bag request for golfers’ bags/towels/balls/snacks/water, etc....
 - i. Jeff Scoby- has golf balls to donate from Dunn Edwards.
- 7. Bobbi Jo moved to adjourn; Clarissa seconded. Meeting Adjourned at 9:42am